

**NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD**

**FINAL**

**November 1, 2011 Meeting Minutes**

**4:00 p.m. Public Hearing Room, DEP, Trenton**

**Board Members:**

***Present:*** Chairman David Sweeney, Jorge Berkowitz, Philip Brilliant, Christopher Motta, Karl Muessig, Michael Pisauro, Constantine Tsentas, Ira Whitman.

***Absent:*** Richard Dewling, Lawra Dodge, Joann Held

***Others Present:*** Board Liaison Karen Hershey, DAG Kimberly Hahn, Director Tony Farro, Executive Assistant David Haymes.

***Proceedings:***

- Meeting called to Order at 4:04 by Chairman Sweeney.
- Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.
- Approval of October 17, 2011 minutes.
  - Motion by Ira Whitman to accept minutes, seconded by Jorge Berkowitz; approved unanimously.
- Chairman's Report
  - None
- Committee Reports
  - Audit: A report was given by Committee Chair Phil Brilliant on behalf of the Audit Committee.
    - Phil Brilliant discussed the updated audit process and draft questionnaire.
    - Ira Whitman moved to adopt the updated audit process and questionnaire to be implemented in 2012; seconded by Constantine Tsentas. Motion adopted after debate (7Yes, 1 Abstention, 0 No).

- Roll Call vote as follows:
    - Berkowitz Y
    - Brilliant Y
    - Dewling Absent
    - Dodge Absent
    - Held Absent
    - Motta Y
    - Muessig Y
    - Pisauro Abstain
    - Tsentas Y
    - Whitman Y
    - Sweeney Y
- Continuing Education: A report was given by Connie Tsentas for Lawra Dodge on behalf of the Continuing Education Committee.
  - Connie Tsentas discussed the Committee’s ongoing efforts to develop a continuing education program for LSRPs, including a draft checklist for pre-approval of courses, and the Committee’s work with the Outreach Committee regarding online approaches to Continuing Education tracking.
- Finance: No report. .
- Licensure: A report was given by Committee Chair Ira Whitman on behalf of the Licensure Committee.
  - Ira Whitman discussed licensure renewal letters, the status of the Job Task Analysis Committee, and he discussed the impact of the new rules on the development of the exam.
- Website/Outreach: A report was given by Committee Chair Christopher Motta on behalf of the Website/Outreach Committee.
  - Chris Motta discussed the Committee’s ideas on alternative approaches to continuing education software and the timeframes for procuring and implementing the system.
- Rulemaking: A report was given by Board liaison Karen Hershey on behalf of the Rulemaking Committee.
  - Karen Hershey discussed the status of the Committee’s recent draft of the Continuing Education portion of the rules.

- Professional Conduct: A report was given by Committee Chair Jorge Berkowitz on behalf of the Professional Conduct Committee.
  - Jorge Berkowitz discussed the Committee's progress on finalizing the disciplinary process, and when to publicize LSRP disciplinary decisions.
  - Jorge Berkowitz moved for the Board to go into executive session to discuss disciplinary matters. Seconded by Mike Pisauro. Approved unanimously.

\*Board reconvened at 5:16 following executive session.

- Motion by Jorge Berkowitz to issue a Letter of Warning in Complaint #1.
- Seconded by Phil Brilliant. Motion adopted after debate (8-0)
- Roll call vote as follows:
  - Berkowitz Y
  - Brilliant Y
  - Dewling Absent
  - Dodge Absent
  - Held Absent
  - Motta Y
  - Muessig Y
  - Pisauro Y
  - Tsentas Y
  - Whitman Y
  - Sweeney Y
- Ongoing Business
  - Chairman Sweeney discussed DEP response to LSRP who conducted mass mailing to homeowners with underground heating oil tanks; 2012 meeting schedule and status of two vacant positions on Board.
- New Business
  - None.
- Public Comment
  - None
- The meeting adjourned at 5:25 p.m.

